

# Personal Property Tax

Paying your personal property taxes can be quite a hassle without a basic knowledge about what this is and how it is assessed. We have prepared this basic summary for you to address these questions and provide you with a general overview. If you have any questions or would like to discuss this in further detail please call us.

- What is personal property tax? Personal property tax is paid on business personal property that is not permanently affixed to a piece of land (aircraft, business equipment, billboards, agricultural equipment, etc.) and that has not been converted to real property (e.g. mobile homes). **Any personal property used in a business is taxable whether it is owned, leased, rented, or loaned to the business.**

- When must the personal property tax be paid? Before paying the personal property tax, the taxpayer must first complete the personal property declaration (see the attachments for a sample declaration). The declaration is used by the county assessor to determine the taxable value of all personal property held by the taxpayer. It is usually sent out by July 1<sup>st</sup> and must be filed by the end of the month.



After using the declaration to compute the personal property taxes payable, the assessor then sends the taxpayer a bill. The bill can be sent any time between the date of the assessor's receipt of the declaration and April 30<sup>th</sup> of the following year. The taxpayer must pay the personal property tax within 30 days of his/her receipt of the bill.

- How is personal property assessed? On the personal property declaration, taxpayers list all the assets used in their businesses. They include the cost of the assets (purchase price, installation charges, and shipping costs) and their years of acquisition. Any rented or leased assets must be identified and the nature of their lease specified. The taxable value of the property is based on this information.
- Which assets are not subject to the personal property tax? The following assets should **not** be included on the personal property declaration:
  - Business inventory
  - Livestock
  - Boats
  - Household goods and furniture (except when rented/leased out or rented as part of the rental of a dwelling unit)
  - Consumable supplies
  - Stock, bonds, bank accounts, or other securities
  - Air or water pollution control devices
  - Registered motor vehicles
  - Residential improvements made to remove barriers to people with disabilities
  - Mobile/manufactured homes converted to real property
  - Systems used to provide alternative energy sources
  - Affordable or qualified low income housing project
  - Slide-in campers and camper shells

- What is the difference between sales tax, personal property tax, and use tax? Where **sales tax** is paid at the purchase of an item, **personal property tax** is based on the assessed value of business personal property and is paid annually. **Use tax**, the complement of sales tax, is imposed on tangible personal property used in Nevada on which sales tax has not been paid. It applies to mail orders, out-of-state purchases, and internet purchases of tangible personal property on which Nevada sales tax has not been paid.

Stewart, Archibald & Barney, LLP | 7881 W. Charleston, Las Vegas, NV 89117 | ph (702) 579-7000 | fax (702) 876-7946

Copyright © 2010 All rights reserved

*To ensure compliance with Treasury Department regulations, we wish to inform you that any tax advice that may be contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or applicable state or local tax law provisions or (ii) promoting, marketing or recommending to another party any tax-related matters addressed herein.*

*Material discussed in this tax alert is meant to provide general information and should not be acted on without professional advice tailored to your firm's individual needs.*

**BUSINESS PERSONAL PROPERTY DECLARATION & ASSET LISTING** Fiscal Year **2010-2011**

Assessor ID# \_\_\_\_\_  
 Business Name \_\_\_\_\_ Legal/Corporation Name \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Contact Name \_\_\_\_\_  
 \_\_\_\_\_ Contact Phone \_\_\_\_\_  
 \_\_\_\_\_ Email Address \_\_\_\_\_  
 \_\_\_\_\_ Business Type \_\_\_\_\_  
 \_\_\_\_\_  
 Location Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone Number \_\_\_\_\_

**Michele W. Shafe, Clark County Assessor**  
 500 S. Grand Central Pkwy  
 PO Box 551425  
 Las Vegas, NV 89155-1425  
 (702) 455-4997

<http://www.clarkcountynv.gov/assessor>

**QUESTIONS:**

1. Is all of the business information above identical to the information printed on the declaration that you received in the mail?  
 (Type YES or NO)

2. What is the business type? (example - book store)

3. Check and complete any of the following that apply:

|                      | Effective date | New name, entity or owner |
|----------------------|----------------|---------------------------|
| New business         |                |                           |
| Business reorganized |                |                           |
| Business sold        |                |                           |
| Out of business      |                |                           |

4. How is this account to be billed?

(check one)

Taxes are to be billed separately.  
 Include with real property, parcel #

5. Which information are you providing?

(check one)

Complete list  
 Additions & Deletions only



# COMMON CATEGORY CODES - EXPANDED LIST

## Category 1 - Furniture, Fixtures, General Equipment, Signs

|  |  |   |
|--|--|---|
| <b>Apartment</b> Furnishings (including non-built-in appliances)                 | <b>Golf Courses:</b> Machinery & Equipment<br>(except golf carts and mowing equipment)                       | <b>Office</b> Furniture & Fixtures                    |
| <b>Auto Repair &amp; Maintenance</b> Equipment<br>(except electronic diagnostic) | <b>Hotel/ Motel</b> Furnishings  | <b>Photography</b> & Photo Finishing Equipment        |
| <b>Cameras</b> (35 mm and Polaroid)  | <b>Ice Machines</b>  | <b>Professional</b> Services Equipment & Fixtures     |
| <b>Coin-wrap</b> equipment   | <b>Laundry</b> Equipment   | <b>Refrigeration</b> Equipment                        |
| <b>Construction</b> & Earth Moving Equipment<br>(mobile or portable)             | <b>Libraries</b> - Law, Medical, & other Professions   | <b>Repair &amp; Maintenance</b> Equipment             |
| <b>Dry Cleaning</b> Equipment  | <b>Machinery</b>   | <b>Restaurant &amp; Bar</b> Equipment                 |
| <b>Fire &amp; Security</b> Alarms  | <b>Manufacturing</b> Equipment, used in most industries<br>(All equipment except listed in categories 2 & 7) | <b>Retail</b> Store Fixtures, Displays, Cases & Racks |
| <b>Forklifts</b>   | <b>Mechanical</b> Equipment  | <b>Service Station</b> & Carwash Equipment            |
| <b>Furnishings &amp; Fixtures</b> – most industries                              | <b>Medical, Dental &amp; Lab</b> Equipment<br><i>All types, except electronic or diagnostic</i>              | <b>Signs</b> (except electronic)                      |
| <b>Gaming:</b> Table Games & Non-electronic Equipment                            | (See also Medical Equipment in categories 3 & 4)   | <b>Tools</b> (except small hand tools)                |
|  | <b>Non-GPS</b> Surveying Equipment   | <b>Vending Machines</b>                               |
|  |  | <b>Wholesale &amp; Distribution</b> E&F               |

## Category 2 - Daycare, Playground, Performing Arts & Spectator Sports Equipment

|  |   |   |
|--|---|---|
| <b>Cable TV</b> Industry E&F (except towers, converters, coax & fiber optic cable) | <b>Laser / Infrared</b> Instruments (construction)  | <b>Performing Arts &amp; Spectator Sports</b> Equipment         |
| <b>Coax Cable</b>  | <b>Manufacturing</b> Equipment used in:<br>Audio & Video Products, Furniture & Related Products | <b>Satellite</b> Equipment                                      |
| <b>Cranes</b> - Mobile Telescopic  | <b>Microwave Systems</b> , except Towers  | <b>Waste Management:</b> Garbage Dumpsters,<br>Portable Toilets |
| <b>Day Care /Child Care</b> Facility E&F   | <b>Playground</b> Equipment   |   |

## Category 3 - Slots, High Tech Electronic Medical & Other Electronic Equipment

|  |   |   |
|--|---|---|
| <b>Arcade</b> Games  | <b>Lawn Care</b> Equipment  | <b>Musical Instrument</b> Rentals   |
| <b>Auto Repair</b> Electronic Diagnostic Equipment                       | <b>Mailing Machines</b> , Postage Meters, & Scales                                | <b>Patio</b> Furniture  |
| <b>Blue Print Machines</b> (Small table models only)                     | <b>Mainframe</b> Computers  | <b>Point-of-Sale</b> Computer Systems   |
| <b>Cash Registers</b>  | <b>Medical, Dental, &amp; Lab</b> Equipment<br><i>Electronic only, including:</i> | <b>Printing</b> Equipment (digital or non-impact)                                       |
| <b>Closed Circuit TV</b> , Surveillance, or<br>Camera Systems            | <i>Anesthesia Monitors      EKG Machines</i>                                      | <b>Radio &amp; Television Broadcasting</b> E&F<br>(except towers & analog broadcasting) |
| <b>Computer-integrated Machinery</b>                                     | <i>Apnea Monitors              Heart Rate Devices</i>                             | <b>Rent-to-Own</b> Merchandise  |
| <b>Currency Counters</b>   | <i>Blood Pressure Monitors    Medical Lasers</i>                                  | <b>Signs</b> , Electronic   |
| <b>Gaming:</b> Slot Machines & Electronic Equipment                      | <i>Defibrulators                  Neurological Monitors</i>                       | <b>Slot machines</b>  |
| <b>Golf Courses:</b> Golf Carts & Mowing Equipment                       | <i>Detox Analyzers                Oxygen Analyzers</i>                            | <b>Small Hand Tools</b>   |
| <b>GPS</b> Equipment<br>(See also Medical Equipment in categories 1 & 4) | <i>Doppler                          Patient Monitors (all kinds)</i>              | <b>Sound and Stereo</b> Equipment, CD Players   |
|  | <i>EEG Machines</i>   | <b>Video Players</b> , VCR and DVD  |

## Category 4 - Copiers, TV's, Phone Systems, Fax Machines, High Tech Diagnostic Medical

|  |   |  |
|--|---|--|
| <b>Chain Saws</b>  | <b>Medical &amp; Dental</b> Equipment<br><i>Diagnostic only, including:</i> | <b>Telecommunication</b> Equipment, Including: |
| <b>Copiers</b> & Duplicating Machines  | <i>Diagnostic Ultrasounds</i>   | Answering Machines                             |
| <b>Fax</b> Machines  | <i>Cameras: Nuclear Medicine &amp; Intra Oral</i>                           | Pagers   |
| <b>General Ultrasonic</b> Scanners<br>(See also Medical Equipment in categories 1 & 3) | <i>Scanners: CAT (Comp Tomography), Cardiac</i>                             | Telephone Systems                              |
|  | <i>Ultrasonic, MRI (Magnetic), OB/GYN Ultrasonic,</i>                       | 2-way Radios                                   |
|  | <i>PET (Positron)</i>   | <b>Telecommunications:</b> Switching Equipment |
|  |   | <b>Televisions</b>                             |

## Category 5 – Computers, Linens, Uniforms, Kitchen Utensils, Video Tapes

|   |   |  |
|---|---|--|
| <b>Analog Television</b> Broadcasting Equipment     | <b>Costume</b> Rental   | <b>Restaurant &amp; Bar:</b> Kitchen Utensils, Glassware,<br>Small Wares, Pots, Pans, Linens, Silverware |
| <b>Cable Box</b> Converters                         | <b>Formal</b> Wear<br>Printers, Scanners and Taxable Software | <b>Video Tapes, DVD's, Game Tapes, CD's</b>  |
| <b>Cameras</b> (Digital, includes video)            | <b>Gaming:</b> Tokens, Chips, Dice, & Playing Cards           |  |
| <b>Cell</b> Phones                                  | <b>Linens &amp; Uniforms</b>                                  |  |
| <b>Computers</b> - PC's, Servers, Mini's, Hardware, |   |  |

## Category 6 - Leasehold/Tenant Improvements Examples: Interior build-outs, built-in fixtures, cabinets, shelving, partitions, etc.

## Category 7 - Generators, Safes & Security Vaults

|  |  |  |
|--|--|--|
| <b>Cranes</b> - Bridge   | <b>Food Production:</b> Line Equipment                               | <b>Manufacturing</b> Equipment used in:    |
| <b>Electric Power</b> Generation, Transmission &<br>Distribution | <b>Generators</b> , Power  | Cement , Concrete, Lime, Gypsum, and       |
| <b>Fire-proof</b> File Cabinets                                  | <b>Ice Manufacturing</b> Equipment ( <i>excluding ice machines</i> ) | Abrasive Products                          |
|  | <b>Locksmith</b> Equipment   | <b>Safes &amp; Security</b> Vaults         |
|  |  | <b>Water Treatment &amp; Sewage</b> Plants |

## Category 8 - Cellular, Radio & Television Towers

## Category 9 – Billboards (off-site advertising only)